

FAST-FILE BY TELEPHONE

PAYMENT-ONLY

TRANSACTIONS

860-947-1988



Log In • Key In • Pay • Sign • Confirm

The Department of Revenue Services (DRS) welcomes you to *Fast-File* by telephone. *Fast-File* is an easy, fast, and secure way to electronically pay your taxes due and to make payments on existing bills. As you enter the requested information on your touch-tone keypad, *Fast-File* repeats each entry and gives you a chance to correct the information entered. Please remember to press the pound key (#) when instructed.

Log In

Enter your Connecticut tax registration number and your Personal Identification Number (PIN). If you are using *Fast-File* for the first time, your PIN is the five-digit ZIP code for your mailing address. You will be prompted to create a five to eight-character PIN. You may have one PIN only for each Connecticut Tax Registration Number regardless of the tax type for which you are making a payment. However, you may use different bank accounts for different tax types.

Key In

Taxpayers cannot make a withholding coupon payment using the payment-only option. Instead, at the main menu under tax forms, you must choose either Form CT-WH for a payroll withholding tax payment or Form CT-8109 for nonpayroll withholding tax payment.

For all other payments:

- From the main menu, choose Option 7 to initiate a payment-only transaction.
- When prompted, enter the five-digit tax type code of the tax you wish to pay. The codes are listed on the back of this document.
- Enter the period ending date for the tax you wish to pay in the MMY format (For example, May 2006 would be 0506).
- Enter the dollar amount of the payment. Use the "star" key on your touch-tone pad to separate dollars and cents.

Pay

You must provide the bank routing transit number and your bank account number (see sample check below) and indicate whether it is a savings or checking account.



You may initiate your payment early, up to 30 days in advance, and elect to have the amount due withdrawn from your bank account at a future date. You will be prompted to enter the date you want to transfer the payment from your account to DRS in the MMDDYY format (For example, May 31, 2006, would be entered as 053106).

Taxpayers required to pay by electronic funds transfer who make an electronic payment for a current liability through *Fast-File* must initiate payment prior to 4:30 p.m. eastern time on the last banking day before the due date.

Sign

Fast-File will prompt you to sign, authorizing your payment, by entering your PIN.

Confirm

Fast-File provides you with a nine-digit confirmation number. Once you receive this number, you have successfully initiated your payment. Make a note of the confirmation number for your records. After you receive your confirmation number, you may end your call or return to the main menu to initiate another business tax payment.

For Assistance: Call DRS at **1-800-382-9463** (in-state) or **860-297-5962** (from anywhere) during business hours.

ACH Tax Type Codes

Business Tax	Type Code	Business Tax	Type Code
Admissions and Dues	20001	License Fee – Room Occupancy	10050
Alcoholic Beverage	06400	License Fee – Cigarette Retailer	10052
Attorney Occupational	20005	Motor Vehicle Fuel	05100
Business Entity	03600	Nursing Home Provider	16005
Business Use	04400	Petroleum Gross Earnings	04601
Community Antenna	04605	Steam Railroad	04607
Corporation Estimated	02101	Rental Surcharge	20004
Diesel Fuel	05200	Room Occupancy	07400
Domestic Insurance	07111	Sales & Use	04100
Dry Cleaning	20003	Solid Waste	12000
Electric & Power	04602	Tobacco Products	07300
Foreign Insurance	07101	Tourism	20002
Gas & Electric	04604	Unrelated Business	03100
Health Care Center	16001	Payroll Withholding	01100
License Fee – Sales Tax	10051	Non-Wage Withholding	01106